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### ***Collection Summary***

**Repository:** Manchester City Archives. Office of the City Clerk. City of Manchester, NH.

**Creator:** Office of Mayor Theodore Gatsas. City of Manchester, NH.

**Title:** Mayor Gatsas Papers

**Collection Number:** 0200.047

**Accession Number:** 2013.99

**Dates:** 2006-2017

**Volume:** 25 cubic feet

**Languages:** Collection materials are in English.

**Related Collections:** Board of Mayor and Aldermen Record Group (0100); Office of the Mayor Record Group (0200).

**Access:** Access to collection is open to the public. Please contact the archives for an appointment to view materials. Cite the collection number, box and folder numbers (if available) when making an appointment. Materials may be accessible online; please reference the digital note below.

**Digital Note:** Digital copies of select materials are available through links in the inventory section of this finding aid.

**Conservation Notes:** Not applicable.

**Finding Aid Prepared by:** Mike Intranuovo, 2018.

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## Biographical & Historical Note

Theodore “Ted” Louis Gatsas was the 47<sup>th</sup> Mayor of Manchester and served four consecutive terms: 2010-2011, 2012-2013, 2014-2015, and 2016-2017.

Gatsas was born in Manchester on May 22, 1950, to parents Louis Theodore Gatsas and Pauline Eassa Samara. Gatsas grew up in Manchester, and attended Smyth Road Elementary school and graduated from Manchester High School Central. After graduation, he attended the University of New Hampshire where he earned a Bachelor’s Degree in 1973.<sup>1</sup> Gatsas was married afterwards to his wife, Cassandra.

In 1987, Ted and his brother, Michael, founded Staff Network, Inc., a startup company which focused on employee-leasing. The company grew to be one of the largest employers in New England, and was eventually acquired by ADP Payroll. Gatsas was also the Vice President of Vincam/TotalSource, Inc., as well as a co-owner of Gatsas Thoroughbreds, LLC.<sup>2</sup>

Gatsas made his entrance into local government service when he was elected by the Board of Mayor and Aldermen in October 1994 to serve as a member of the Water Commission, a position he held from 1995 until 1999.<sup>3</sup> In 1999, Gatsas decided to run for Alderman in Ward 2, against former mayor Bob Shaw. Gatsas ran on a platform of cost effective government and accountability to taxpayers: “We must become cost-effective problem solvers, not slaves to antiquated regulations.”<sup>4</sup> Gatsas went on to defeat Shaw in the election, winning Ward 2’s aldermanic seat. Gatsas retained his seat on the Board of Mayor and Aldermen for five consecutive terms, serving from 2000 – 2010. Concurrently, he served as State Senator for representing District 16 from 2000 – 2009, which included his tenure as president of the Senate in 2005 and Senate minority leader in 2006.<sup>5</sup>

In 2009, after Mayor Frank Guinta decided not to run for reelection and instead focus on campaigning for the US House of Representatives, an opening presented itself for conservative candidates to enter the race. Alderman Gatsas decided to run, and found himself campaigning against challenger Mark Roy. Gatsas won the election with 56.7% of the votes cast, sweeping every ward in the city. He was reelected three more times, serving four terms as mayor from 2010 – 2017. His staff consisted of Chief of Staff Samantha Piatt, Special Assistant Carrie Perry, and Constituent Services Representative Vicki Ferraro.

During his administration, Gatsas focused on fiscal responsibility, improving infrastructure, attracting businesses to Manchester, the opioid crisis and the implementation of the Safe Station program, and other issues. In 2016, he ran in the Republican primary election for Governor<sup>6</sup>, which was won by future Governor Chris Sununu. Gatsas announced he was running for Executive Councilor in 2018.

Political Timeline of Theodore Gatsas	
1995 – 1999	Member, Manchester Board of Water Commissioners
2000 – 2009	Alderman, Manchester Ward 2
2000 – 2009	State Senator, District 16
2010 – 2017	Mayor of Manchester

<sup>1</sup> Manchester City Website, June 21, 2015.

<https://web.archive.org/web/20150621040648/http://www.manchesternh.gov/Mayor-and-Aldermen/Mayors-Office>

<sup>2</sup> Union Leader, September 6, 1999. Page C3.

<sup>3</sup> 0414.001. Board of Water Commissioners Annual Report, 2000. Page 5. Manchester City Archives.

<sup>4</sup> Union Leader, September 6, 1999. Page C3.

<sup>5</sup> Manchester City Website, June 21, 2015.

<https://web.archive.org/web/20150621040648/http://www.manchesternh.gov/Mayor-and-Aldermen/Mayors-Office>

<sup>6</sup> Union Leader, March 17, 2016.

## **Collection Description**

This collection consists of materials created, received, or otherwise utilized by the Office of Mayor Theodore Gatsas during the course of official government business conducted during the mayor's tenure from 2010 through 2017, with a small amount of material which predates the administration from 2006 through 2009.

The collection does not contain the personal papers, documents, records, or any other materials of Mayor Gatsas. Some limited materials from outside of his mayoral role are included, including materials from Gatsas's mayoral and gubernatorial campaigns.

Mostly consisting of paper documents, also included are: digital items stored on removable media (CDs, DVDs, etc.) which contain video, images, and other content; analog photographs; published books, school yearbooks, campaign signs, and other three-dimensional artifacts.

The collection is comprised of several record series, including:

1. Subject Files, 2006 – 2017
2. Speech Files, 2010 – 2017
3. Event Files, 2010 – 2016
4. School Board Meeting Files, 2010 – 2017
- 5.1. Newspaper Clippings, 2009 – 2017
- 5.2. Press Releases, 2010 – 2012
6. General Correspondence, 2010 – 2017
7. Phone Message Books, 2009 – 2017
8. Artifacts, 2010 – 2017

All record series were kept in the original order that they were received from the originating office, and original file names were maintained when appropriate. The only record series which was arranged outside of its original order is the Subject Files, which were originally disorganized and labelled non-descriptively; descriptive labels were retained when appropriate.

The collection's strengths include: the Speech Files, which contain every official speech the mayor delivered to the Board of Mayor and Aldermen, including Budget Addresses and Inaugural Addresses; the Event Files, which contain the mayor's weekly schedule along with supporting documentation and creates a linear timeline of his daily activities as mayor throughout his administration; and the Newspaper Clippings, which offer insight into how the media portrayed the administrations activities and decisions.

Digitized copies of records (when available), along with some born-digital items, are made available through the inventory section of this finding aid.

In general, the collection offers a unique insight into Mayor Gatsas's tenure as Manchester's mayor and has valuable information on various issues and projects that were undertaken during his administration.

## Inventory & Series Descriptions

### 1. Subject Files, 2006 – 2017

Subject Files consist of files organized by a specific topic. Files include various types of documents that are related to a specific topic, and can include photographs, reports, correspondence, building plans, bids, removable media (CDs, DVDs, etc.), and other types of material. For the majority of the series, folder labels created by the originating office were maintained unless they were determined to be inaccurate descriptions of the file's contents, in which case new labels were created.

Notable topics covered in this record series includes the Municipal Complex (Police Department and DPW facility), refugees, the LED Street Light Conversion project, the opioid crisis/Safe Station program, and the mayor's Senior Luncheon.

Records are arranged alphabetically by topic.

Description	Box Number	Folder Number
Aramark Proposals for Custodial and Preventative Maintenance of City Schools, 2010	19	01
Aramark Proposal for Food Service Management for Parker Varney Elementary School, 2015	19	02
Art Commission, 2010-2017	19	03
Boston Express, 2011	19	04
Bright Ideas Program, 2011-2014	19	05
Budget: Fiscal Year 2012, 2011	19	06-13
Budget: Fiscal Year 2017, 2016	20	01
Catholic Medical Center, 2009	20	02
Child and Family Services, 2014	20	03
City Year, 2009-2010	20	04
Comcast/Xfinity, 2010-2011	20	05
Comcast/Xfinity Cable Television Renewal (unsigned), 2015	20	06
Compressed Natural Gas Station, 2010	20	07
Curriculum Audit of School District, 2013	20	08
Daffodil Days, American Cancer Society Fundraiser, 2010	20	09
Dorrs Pond and Goldfish Pond, 2010	20	10
Education, 2011-2013	20	11
Emergency Operations Plan, December 31, 2014	20	12
Employees' Contributory Retirement System, 2010-2011	20	13
Employees Healthcare, 2008-2010	20	14
Energy Projects, 2010	20	15
Environmental Services (Department of), 2010	20	16
FEMA, no date	20	17
Finance Department, 2014-2015	20	18
Fire Department: 1923 Ahrens Fox Model KS-4 Fire Truck, Bring Home the Fox Fundraiser, 2010	20	19
Item Note: Includes four photographs.		
Fisher Cats Police Detail, 2010	20	20
Friends of Stark Park, 2010	20	21
Gambling, no date	20	22
GCA Proposals for Custodial and Preventative Maintenance of City	20	23

Schools, 2010		
Greek Independence Day, 2013	20	24
Greek Independence Day, 2014	20	25
Green Commute Week, 2012	20	26
Hackett Hill Military Readiness Center, 2010	20	27
Hackett Hill Property, 2010-2012	20	28
Health Assessment: Believe in a Healthy Community, 2009	20	29
Hooksett (Town of), 2010	20	30
Housing and Urban Development, 2010-2011	20	31
Information Systems Department, 2010-2011	21	01
Information Systems Department Innoprise System, 2012	21	02
Intown Manchester, 2008-2011	21	03
Jewett Street Elementary School iPad Pilot Proposal, no date	21	04
Job Corps, 2012	21	05
Joint Sustainability Committee, 2010-2011	21	06
Labor Agreements (various), 2012-2013	21	07
Labor Agreements (various), 2012-2015	21	08
LED Street Lighting Conversion Project: Ameresco Proposal, 2014	21	09
LED Street Lighting Conversion Project: Citelum Proposal, 2014	21	10
LED Street Lighting Conversion Project: Gemini Proposal, 2014	21	11-12
LED Street Lighting Conversion Project: Philips Proposal, 2014	21	13
LED Street Lighting Conversion Project: Siemens Proposal, 2014	21	14
LED Street Lighting Conversion Project: Sylvania Proposal, 2014	21	15
Ledgewood Adult Community, 2017	21	16
Legislation, 2011-2012	21	17-18
Legislative Solutions, 2010	21	19
Letters from Students, 2009	21	20
Letters from Students, 2016	21	21
295 Lincoln Street Property, 2010	21	22
Manchester Transportation Center, 119 Canal Street, 2010	21	23
MCTV/MCAM, 2007-2011 (1 of 2)	21	24
MCTV/MCAM, 2007-2011 (2 of 2)	22	01
Municipal Complex: Police Station & DPW Facility, 2009-2010	22	02
Municipal Complex: Police Station & DPW Facility, 2010	22	03
Municipal Complex: Police Station & DPW Facility, 2010-2011	22	04
Municipal Complex: Police Station & DPW Facility, 2010-2011	22	05
Municipal Complex: Proposal by Anagnost Investments, Inc. and Suffolk Construction Company, Inc., 2010	22	06
Municipal Complex: Proposal by Barr and Barr, Inc., 2010	22	07
Municipal Complex: Proposal by Engelberth Construction, Inc., 2010	22	08
Municipal Complex: Proposal by Harvey Construction Corporation, 2010	22	09
Municipal Complex: Project Manual: GMP Package, 2010	22	--
Municipal Complex: Project Manual: Mechanical, Electrical, Plumbing, Fire Protection, Telcom, A/V. and Security Cutsheets, 2010	22	--
Municipal Complex: Project Manual: Police Department Schematic Design, 2010	23	--

Municipal Complex: Project Manual: Public Works Design Development, 2010	23	--
Municipal Complex: Plans (Oversized), 2010	23	01
Municipal Transportation Improvement Fee, no date	23	02
National Arts Program, 2007-2017	23	03
Item Note: Includes photographs and digital images.		
National Arts Program, 2014-2015	23	04
Item Note: Includes removable media with digital images.		
National Arts Program, 2016	23	05
Item Note: Includes removable media with digital images.		
National Arts Program, 2017	23	06
Item Note: Includes removable media with digital images.		
Non-Affiliated Employees Sick Leave Bank Administrative Committee, 2010-2017	23	07
Odd Fellows Building Renovation, 2010	23	08
Opioid Crisis/Safe Station Program, 2016	23	09
Digital Note: Select items from this folder are available digitally. <a href="#">Item 0200.047 RS-01 23-09-0001: Response to the Opioid Crisis Report, 2016</a> <a href="#">Item 0200.047 RS-01 23-09-0002: Image of Mayor Gatsas with firefighter Christopher Hickey, who had the idea for Safe Station, along with Fire Chief Dan Goonan, Police Chief Nick Willard, 2016.</a>		
Parking Division, Denise Boutilier, 2011	23	10
Palace Theatre, 2011	23	11
Parks, Recreation, Cemetery Department Reorganization, 2010	23	12
Pearl Street Lot Purchase Proposal, Vitas Management and Development Companies, 2013	23	13
Police Radios, 2007-2008	23	14
Radio System Replacement, 2015	23	15
Radio System Replacement Request for Proposal, 2014-2015	23	16
Radio System Replacement: Motorola Proposal, 2015	23	17
Rail/Passenger Rail, 2010	23	18
Ralph H Baer Estate, no date	23	19
Redistricting, 2011	23	20
Refugees, 2006, 2009-2012	23	21
Resumes, 2010-2012	24	01
Residences at Manchester Place, 1200 Elm Street, 2010	24	02
Retirement Task Force, 2010-2017 (1 of 2)	24	03
Retirement Task Force, 2010-2017 (2 of 2)	24	04
Item Note: Includes notebook of Chief of Staff Samantha Piatt regarding retirement and other topics.		
Safety (Department of), 2010-2011	24	05
School Committee Governance and Operations, no date	24	06

School District Food Service Management Proposal for Parker Varney Elementary by Fresh Picks Cafe, 2015	24	07
School District Request for Proposal regarding Special Education Behavior Intervention Services, May 6, 2016	24	08
School District Superintendent Search, 2012-2013	24	09
School District Superintendent Search Candidate Book, March 2013	24	10
School District Superintendent Search Candidate Book, May 2013	24	11-12
School Textbooks, 2009	24	13
Item Note: Includes correspondence from Lisa Frisselle.		
Senior Center, 2009-2010	24	14
Senior Luncheon, 2010	24	15
Senior Luncheon, 2011	24	16
Senior Luncheon, 2012	24	17
Senior Luncheon, 2013	24	18
Senior Luncheon, 2014	24	19
Senior Luncheon, 2015-2016	24	20
Item Note: Includes photographs.		
Senior Luncheon, 2017	24	21
Item Note: Includes removable media with digital images.		
September 11th Memorial Stair Climb, 2011	25	01
SMG Agreement regarding Civic Center/Verizon Wireless Arena, 2010	25	02
State Budget Cut, 2010	25	03
Streets of Manchester TV Program, 2010	25	04
Task Force on Efficiencies and Consolidations, 2010	25	05
Transportation (Department of), 2010-2011	25	06
UGL Unicco Proposal for Custodial and Maintenance of City Schools, 2010	25	07
Upreach Therapeutic Riding Center, 2012	25	08
Vehicle Registration Violations, 2010	25	09
Violence Prevention Report, 2011	25	10
Walmart, 2009-2010	25	11
Youth Advisory Council, 2009-2016	25	12
Youth Services (Office of): Project Youth Reach, 2009-2010	25	13
Youth Services (Office of), 2010-2011	25	14

## 2. Speech Files, 2010 – 2017

Speech Files consist of text transcripts of speeches delivered by Mayor Gatsas during his tenure. Some transcripts may include marginalia written by Mayor Gatsas or one of his staff members. Documents include transcripts in large font which were physically used by the mayor during the speech, and other more formal copies in the form of press releases. Included in this record series are all of the formal speeches Mayor Gatsas delivered to the Board of Mayor and Aldermen, including all of his inaugural addresses and all of his budget addresses. Also included are some *State of the City Address* speeches, which are traditionally made annually to the Greater Manchester Chamber of Commerce. Other types of speeches are also included in the series.

Records are arranged alphabetically by type of speech.

Description	Box Number	Folder Number
<a href="#">Budget Address: Fiscal Year 2011, March 29, 2010</a>	18	01
<a href="#">Budget Address: Fiscal Year 2012, March 22, 2011</a>	18	02
<a href="#">Budget Address: Fiscal Year 2013, March 22, 2012</a>	18	03
<a href="#">Budget Address: Fiscal Year 2014, February 19, 2013</a>	18	04
<a href="#">Budget Address: Fiscal Year 2015, March 31, 2014</a>	18	05
<a href="#">Budget Address: Fiscal Year 2016, March 31, 2015</a>	18	06
<a href="#">Budget Address: Fiscal Year 2017, March 29, 2016</a>	18	07
<a href="#">Budget Address: Fiscal Year 2018, February 15, 2017</a>	18	08
Commencement Address at Manchester Community College, May 25, 2016	18	16
Greater Manchester Chamber of Commerce Citizen of the Year (Dick Anagnost), February 04, 2010	18	17
Greater Manchester Chamber of Commerce Citizen of the Year (Andy Crews), April 14, 2016	18	18
Gubernatorial Campaign, June 2016	18	19
<a href="#">Inaugural Address, January 05, 2010</a>	18	09
<a href="#">Inaugural Address, January 03, 2012</a>	18	10
<i>Item Note: Includes transcript of comments by Senator Kelly Ayotte.</i>		
<a href="#">Inaugural Address, January 07, 2014</a>	18	11
<a href="#">Inaugural Address, January 05, 2016</a>	18	12
Mayoral Campaign Victory, November 2011	18	20
State of the City Address, March 11, 2015	18	13
State of the City Address, March 16, 2016	18	14
State of the City Address, March 22, 2017	18	15



### 3. Event Files, 2010 – 2016

Event Files consist of the mayor's weekly agenda in a calendar format. Meetings, events, and other obligations are listed in the agenda, and supporting documentation such as invitations, programs, brochures, letters, etc., may be included in the file.

Records are arranged chronologically.

<b>Description</b>	<b>Box Number</b>	<b>Folder Number</b>
2010 – 2012	14	--
2013 – 2015	15	--
2015 – 2016	16	--

#### **4. School Board Meeting Files, 2010 – 2017**

School Board Meeting Files consist of a variety of documents related to the meetings of the School Board Committee. Documents may include meeting minutes, agendas, meeting packets, and other related materials. Some files may cover a range of dates/meetings. Marginalia from the mayor or his staff may be included on some materials.

Records are arranged chronologically.

<b>Description</b>	<b>Box Number</b>	<b>Folder Number</b>
January – October, 2010	01	--
November 2010 – November 2011	02	--
December 2011 – July 2012	03	--
September 2012 – June 2013	04	--
July 2013 – January 2015	05	--
February 2015 – December 2016	06	--
2016 – 2017	07, 08	--

### **5.1. Newspaper Clippings, 2009 – 2017**

Staff from the mayor's office collected printed media from traditional sources such as newspapers (i.e. The Union Leader) as well as digital sources which were printed out. The clippings were placed in protective plastic covers and bound together in roughly chronological order. In general, collected materials cover the mayor's administration, including budgets, votes, meetings, issues, community events, elections, controversies, and other related topics.

Records were maintained in their original order, chronologically.

<b>Description</b>	<b>Box Number</b>	<b>Folder Number</b>
2009	09	--
2010 – July 2013	10	--
July 2013 – 2016	11	--
2016 – 2017	12	--

## 5.2 Press Releases, 2010 – 2012

The Office of the Mayor posted official press releases periodically on its website. Press releases covered a wide range of topics and issues, including budgets, taxes, construction projects, events, and other things related to the city government.

They are arranged in their original order, chronologically.

[All press releases are available online.](#)

Description	Box Number	Folder Number
2010 – 2012	12	--

## **6. General Correspondence, 2010 – 2017**

General correspondence consists of letters, printed emails, memorandums, and other communications to and from the Office of the Mayor. Correspondents include city departments, constituents, students, state and federal governments, and others. Topics vary, but are mostly related to official city business.

Records were maintained in their original order, chronologically.

<b>Description</b>	<b>Box Number</b>	<b>Folder Number</b>
2010 – 2016	16	--
January – November 2017	17	--

## **7. Phone Message Books, 2009 – 2017**

Spiral bound books used by staff to leave messages for the mayor when he was busy or out of office. Message slips may have a person/business/ or organization's name, contact information, and brief description of why they contacted the mayor's office.

Records were maintained in their original order, chronologically.

<b>Description</b>	<b>Box Number</b>	<b>Folder Number</b>
2009 – 2017	08, 09	--

#### **8. Artifacts, 2009 – 2017**

Artifacts consist of three dimensional items, which were usually, but not always, gifted to the Office of the Mayor. Items include yearbooks, campaign signs, posters, books, and other materials.